

BYLAW REVIEW COMMITTEE MEETING

**NORTHBRIDGE TOWN HALL
7 MAIN STREET
WHITINSVILLE, MA 01588**

FEBRUARY 8, 2022, at 6:30 P.M.

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NORTHBRIDGE TOWN CLERK
LINDA B. ZYWIEEN

MINUTES

present: Robert Banning, Alicia Cannon, Richard Sasseville, and Linda Zywieen

1. Calling to order – Linda Zywieen, town clerk, called the meeting to order at 6:34. She noted that all members of the committee were present except Rainer Forst.

2. Swearing in – Robert Banning was sworn in as a new member of the committee. Alicia and Richard had already been sworn in on an earlier date.

3. Organizing of the committee

a. Chairman – The town clerk called for nominations for chairman. A motion was made and seconded that Alicia Cannon be the chairman of the committee. The motion was adopted.

b. Vice chairman – The chairman called for nominations for vice chairman. A motion was made and seconded that Richard Sasseville be vice chairman of the committee. The motion was adopted.

c. Clerk – The chairman called for nominations for clerk. A motion was made and seconded that Robert Banning be clerk of the committee. The motion was adopted.

4. Other business

a. Defining the material to be reviewed – The Code of the Town of Northbridge contains five sections, or “divisions,” and a “Disposition List.” After a brief consultation with the town clerk, the chairman determined that the mandate of the committee is to review only “Division 1: Code of Bylaws,” which has 12 chapters and 113 pages.

b. Planning the next meeting – By unanimous consent, the members present agreed to the following: (i) Each member will read, evaluate, and be prepared to discuss chapters 1–5 (through page 52) of “Division 1: Code of Bylaws” before the next meeting. (ii) We will hold our next meeting at Town Hall on Tuesday, March 1, at 6:30 p.m.

5. Adjournment – The meeting was adjourned by unanimous consent at 7:15.

Respectfully submitted,

Robert Banning
clerk of the committee